

1-8 Updating Projects for Advertisement

Caltrans updates project development standards and procedures on a continual basis which results in the need to routinely evaluate projects for conformance with the latest requirements. This is especially true when the construction phase of the project does not commence soon after PS&E approval. Projects that do not advertise in a timely manner after the PS&E phase are considered shelf projects.

Shelf projects that are re-activated must be evaluated for conformance with the most current requirements prior to advertisement. The consultant, in close coordination with the OSFP Liaison Engineer, must perform this evaluation. The Liaison Engineer will make the final determination of the extent of revisions required. All elements of the PS&E package are subject to updating to current requirements including plans, Special Provisions, Foundation Reports, structural calculations, etc.

The extent of the evaluation for conformance will depend on the length of time the project was shelved and on the significance of the change in requirements. Generally, projects where the construction phase begins within six months after PS&E approval will not require this evaluation unless necessitated by a significant requirement change (typically new design criteria or special provisions). Projects on the shelf for more than six months will require an evaluation. The longer the project is shelved, the more extensive the revisions are likely to be. In some cases, redesign and review cycles will be required.

Sponsoring agencies and consultants must make allowances in project schedules and budgets to account for evaluating and updating shelf projects. Timely contact with the liaison engineer is strongly encouraged when shelf projects are re-activated. This is so that the extent of updates can be determined, developed, and incorporated in a timely manner before the construction contract is advertised.

Necessary updates that are not made before advertisement must be incorporated into construction contracts by addendum or contract change order.